

MINUTES
Warrenton City Commission
June 8, 2021
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:02 p.m. and led the public in the Pledge of Allegiance.

Commissioners Present: Mayor Henry Balensifer, Tom Dyer, Gerald Poe, Mark Baldwin, and Rick Newton

Staff Present: City Manager Linda Engbretson, City Recorder Dawne Shaw, Police Chief Mathew Workman, Fire Chief Brian Alsbury, Harbormaster Jane Sweet, Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, and Finance Director April Clark

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 5.25.21
- B. Community Center Advisory Board Meeting Minutes – April 2021
- C. Marina Advisory Board Meeting Minutes – April 2021
- D. Liquor License Application – My Place

Commissioner Newton noted the funds raised at the Community Center Easter breakfast. He also clarified discussion from the last meeting that the Commission has not approved the LCTC (Lower Columbia Tourism Committee) funds to be transferred to the Marina yet.

Commissioner Baldwin made the motion to approve the consent calendar as presented. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – aye; Baldwin – aye; Balensifer – aye

COMMISSIONER REPORTS

Commissioner Newton noted updates and events from Spruce Up Warrenton and the Fire Department. He also noted concerns on the Governor's Friday conference call and updates from the PSCC (Public Safety Coordinating Council).

City Recorder Dawne Shaw noted a prepared letter regarding concerns on proposed House Bill 2485. Mayor Balensifer asked to add it to the agenda as item 7G. There were no objections.

PUBLIC COMMENT

Mr. Tony Faletti noted his support for the Marina Advisory Committee and the proposed increased camping fees. He asked the Commission to reconsider the camping boundaries discussed at the last meeting with the addition of clearly marked camping spaces and temporary fencing to restrict camping in Seafarer's Park.

PUBLIC HEARING

Mayor Balensifer opened the Public Hearing on Street Vacation Petition No. 155. Formalities followed. Commissioner Poe recused himself from discussion and voting on this item as he is a co-applicant but would like to comment. No other conflicts of interest or ex parte contacts were reported. Ms. Shaw reviewed the staff report. The applicant, Mr. Gerald Poe, spoke in favor of the street vacation and noted he is not developing. He is merely at the end of the dead end of the proposed vacated portion. Mr. Poe wished to clear up any misunderstanding. Mr. Jordan Winters, representative of Jetty Street, LLC., owned by Mr. Mark Hanson, spoke in favor of the street vacation. He described development plans. No one spoke in opposition. There was brief discussion about road width standards. There being no further discussion, Mayor Balensifer closed the public hearing.

Commissioner Newton made the motion to conduct the first reading, by title only, of Ordinance No. 1252; an ordinance vacating a portion of 4th Avenue, an undeveloped street rights-of-way in the plats of first addition to Kindred Park to Warrenton, in the City of Warrenton, Oregon. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – abstained; Baldwin – aye; Balensifer – aye

Mayor Balensifer conducted the first reading of Ordinance No. 1252; an ordinance vacating a portion of 4th Avenue, an undeveloped street rights-of-way in the plats of first addition to Kindred Park to Warrenton, in the City of Warrenton, Oregon.

BUSINESS ITEMS

Mr. Mike Moha asked for permission to hold the 4th of July parade. He noted no other planned activities will take place. If approved, the application forms will be available on Facebook. Spruce Up Warrenton will manage the event. City Manager Linda Engbretson noted the application is ready to be approved and the liability certificate has been approved by the City's insurance. Mayor Balensifer noted his appreciation for Mr. Moha's efforts on such short notice.

Mayor Balensifer made the motion to approve the event application for the 4th of July parade. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – aye; Baldwin – aye; Balensifer – aye

Public Works Director Collin Stelzig discussed a grant application with Business Oregon for a Special Public Works Fund to assist in moving forward with ongoing issues related to levee

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certification. He reviewed the details. The geotechnical study would be the first step in the certification. It is estimated at over \$1 million. Business Oregon has reached out with an offer of \$200,000 for levee work. One thing that can be done with these funds is the interior drainage study. The study will produce maps similar to FEMA maps. Discussion followed. Discussion followed on flood insurance. Ms. Engbretson noted this is an affordable opportunity to keep chipping away at levee certification.

Commissioner Dyer made the motion to authorize the Mayor's signature on the Business Oregon SPWF Grant Application. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – aye; Baldwin – aye; Balensifer – aye

Harbormaster Jane Sweet discussed Resolution No. 2596, adopting and setting moorage rental rates and fees in the Warrenton and Hammond Municipal Basins. Mayor Balensifer noted several fees should be increased. Discussion followed. Mayor Balensifer noted concerns about ensuring the hoist pays for itself. Discussion followed. Commissioner Baldwin suggested \$150 or \$250 minimum per hour for the hoist. Discussion continued. Commissioner Poe recommended increasing the liveaboard fee and clarifying commercial liveaboards. Discussion followed. Commissioner Newton noted state restrictions on increasing tenant rates. Mayor Balensifer noted for clarification that there are commercial liveaboards with stays of under 30 days, but over 10 and then there are tenancies using boats as houses. Commissioner Newton discussed the camping fees that are being overlooked. Mayor Balensifer noted with the suggested amendments they should remand this back to the Marina Advisory Committee. Ms. Engbretson noted the Marinas Advisory Committee has reviewed these rates with staff over the past several months. Mayor Balensifer asked Committee Chair, Pam Ackley (on Zoom), to speak to the fee increases. Ms. Ackley noted remanding it back would delay the implementation of the fees. Discussion continued. Mayor Balensifer suggested approval as is, remand back to the Marinas Advisory Committee, and recommend the rates come back by the end of the year. Ms. Ackley suggested approval with amendments. Discussion followed on amendments. Mayor Balensifer summarized changes: 1F increase to \$300, 1G increase to \$75, 4A increase to \$150 per hour minimum one, and remand liveaboard fees to come back at the end of the year. Ms. Sweet noted an error on 1B “these above rates will be raises” should say “these above rates will be raised”.

Commissioner Dyer made the motion to amend Resolution No. 2596, to incorporate a scrivener's error change on 1B, a price increase to \$300 on 1F, and increase on 1G to \$75. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – aye; Baldwin – aye; Balensifer – aye

Commissioner Newton made the motion to conduct the first reading, by title only, as amended of Resolution No. 2596. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – aye; Baldwin – aye; Balensifer – aye

Mayor Balensifer conducted the first reading of Resolution No. 2596 adopting and setting moorage rental rates and fees in the Warrenton and Hammond Municipal Basins, and repeal and other resolutions in conflict, as amended.

Commissioner Poe made the motion to ask the advisory committee to provide a recommendation on raising rates and ensuring our costs are covered related to the services that we provide. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – aye; Baldwin – aye; Balensifer – aye

Commissioner Newton noted the waiting list for the commercial dock.

Finance Director April Clark discussed Resolution No. 2604, approving and adopting increases to appropriations for unanticipated revenues from specific purpose grant for fiscal year ending June 30, 2021. This is because of the three conflagration fires that Warrenton Fire Department went on this year. She noted the reimbursements received from the state and the budget adjustment figures.

Commissioner Dyer made the motion to approve Resolution No. 2604. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – aye; Baldwin – aye; Balensifer – aye

Finance Director April Clark discussed Resolution No. 2605, approving and adopting increases to appropriations for unanticipated revenues from specific purpose grant for fiscal year ending June 30, 2021 for coronavirus relief funds. Ms. Clark noted the figures of the reimbursement and the budget adjustment.

Commissioner Newton made the motion to approve Resolution No. 2605. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – aye; Baldwin – aye; Balensifer – aye

Ms. Engbretson reviewed the General Unit Collective Bargaining Agreement and outlined the significant changes. It was noted how quickly and smoothly the negotiations were conducted. Mayor Balensifer commended both sides on the swift and amicable process.

Commissioner Poe made the motion to adopt the Collective Bargaining Agreement.

Ms. Engbretson noted a correction to the motion to be effective July 1, 2021. Commissioner Poe withdrew the previously stated motion. There were no objections.

Commissioner Poe made the motion to adopt the Collective Bargaining Agreement between the City of Warrenton and Local 2746-5 and Council 75 of AFSCME, AFL-CIO, upon July 1, 2021 to June 30, 2024. Motion was seconded and passed unanimously.

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Balensifer – aye; Dyer – aye; Poe – aye; Baldwin – aye; Newton – aye

Ms. Shaw noted the letter to Oregon State Representatives regarding HB2485. A correction to the letter was discussed. Discussion followed about the bill’s impact on responding to public records requests. Mayor Balensifer noted his support for the letter.

Commissioner Baldwin made the motion to approve the Mayor’s signature on the amended letter opposing HB2485. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – aye; Baldwin – aye; Balensifer – aye

DISCUSSION ITEMS

Ms. Engbretson noted discussion that took place at the Budget Committee meeting regarding funding from transient room tax. She noted it was not her original intent to zero out the LCTC account, but this was an opportunity to fund money into the Hammond Marina. The Budget Committee approved zeroing out the LCTC fund. She noted the budget figures. Astoria-Warrenton Chamber of Commerce Executive Director, David Reid (via Zoom) recapped an email he sent regarding the benefits and services LCTC provides. He noted it is Warrenton’s management and marketing organization. Mr. Reid noted the 30 years of effort to build a combined brand with Warrenton and Astoria. He asked the Commission to reconsider their decision to withdraw from LCTC. Commissioner Newton asked what percentage of the LCTC budget Warrenton contributes. Mr. Reid noted about 20%. Discussion followed on marketing impact. Commissioner Newton asked if future LCTC membership can be denied if Warrenton ceases all funding to LCTC. Mr. Reid confirmed. Commissioner Newton noted his concerns on leaving LCTC. Mr. Reid continued on the difference between LCTC and the Astoria-Warrenton Chamber of Commerce. He noted the goal to create a county-wide effort to attract visitors. Discussion followed on marketing data. Commissioner Newton noted if Warrenton were to continue with LCTC he would like to see a digital coupon to collect data. Mayor Balensifer noted his concerns, and noted the City wants to remain part of the Chamber of Commerce but would like to renegotiate the terms of its relationship with the Chamber and LCTC. Discussion continued. There was discussion about the disconnect between LCTC and the City of Warrenton. Mayor Balensifer noted difficulty keeping Warrenton business owners on LCTC. He further noted if there were to be a continued relationship with LCTC, there would be a need for direct input from the whole Commission on setting the annual direction for LCTC. Mr. Reid noted LCTC would like as much input from Warrenton as possible. Discussion continued. Mr. Reid noted that any structural changes would have to be voted on by LCTC. Ms. Engbretson noted the current resolution in place still designates funds to LCTC and noted the specific language. There was brief discussion about Warrenton trail maps.

GOOD OF THE ORDER

Commissioner Newton discussed the Governor's phone call. He noted the recent CERT training. He noted a wildfire resiliency training and a packet from RDI (Rural Development Initiative). He noted recent scholarship awards.

Mayor Balensifer noted he and the City Manager had a meeting with the county related to the ARP (American Rescue Plan) funds.

Ms. Engbretson disclosed the City entered into an emergency public contract over her signing authority. The contract was with Underground Tech in the amount of \$38,700. Mr. Stelzig explained the situation that warranted the emergency contract were repairs to a culvert on 4th Street. Mayor Balensifer stated it would be best to sanction the approval of the contract.

Commissioner Newton made the motion to approve of the action of the City Manager to make an emergency contract to repair a culvert after the fact. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – aye; Baldwin – aye; Balensifer – aye

There being no further business, Mayor Balensifer adjourned the regular meeting at 7:54 p.m.

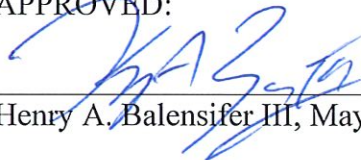
Respectfully prepared and submitted by Rebecca Sprengeler, Deputy City Recorder.

ATTEST:



Dawne Shaw, CMC, City Recorder

APPROVED:



Henry A. Balensifer III, Mayor